

SAN JOAQUIN COUNTY CHILDREN AND FAMILIES FIRST COMMISSION

————— MEETING SUMMARY —————

Public Health Auditorium
1601 East Hazelton Avenue
Stockton CA

Wednesday, September 1, 1999 7:00 a.m.

(approved September 22, 1999)

1. Meeting was called to order by Chairperson Gutierrez at 07:05 a.m. Roll call was taken and all commission members were in attendance except for Commissioner Flenoy-Kelley.
2. Meeting summary from August 4, 1999 was presented for approval. Commissioner Grande noted that the time of his arrival was not indicated. Staff noted that the suggestion to include time of arrival was mentioned at the end of the meeting, so arrival times during that meeting were not noted, but will be included in the future. The Chair estimated that Commissioner Grande arrived at approximately 07:05 a.m. In the future, the Chair will announce the arrival time of tardy commission members for the record.

*Motion: Approve meeting summary from August 4, 1999 as amended.
(Mitchell/Snider – Motion passed 7-0)*

3. Commissioner Vera (Strategic Planning Process Subcommittee) provided a report on the subcommittee's activities including a conference call with Paul Harder/Harder+Company Community Research and also presented the recommended consultant agreement (including scope of work and budget) for Phase I of the strategic planning process. Anticipated activities for Phase I include small group meetings with commission members, subcommittee meetings, public planning sessions (retreats), and preparation of a written summary of the activities.

Discussion was held regarding the need to have preliminary meetings with small groups of commission members. Staff advised that these meetings must be informational only and not for the purpose of "consensus-building." Subcommittee members and the consultant indicated that the intent of these meetings is to facilitate the working relationship with the consultant, not to discuss the content of the plan.

Motion: Approve proposed scope of work and budget and recommend execution of consultant agreement by the Board of Supervisors. (Grande/Fujii – Motion passed 7-0)

4. Staff presented an overview of the preliminary draft guidelines issued by the State commission on August 16. A final version is scheduled for adoption by the State commission on September 16, 1999. Staff noted that the guidelines are intended to provide background information on basic planning elements and current information on key issues, but are not prescriptive.

Discussion was held regarding the State commission's oversight role and how closely the local strategic plan will be expected to follow the guidelines. Staff will distribute the final guidelines to commission members following adoption by the State commission.

5. Staff presented a summary of travel procedures for commission members including instructions for completing travel request forms and claims for reimbursement.

Motion: Approve travel procedures for commission members. (Snider/Grande – Motion passed 7-0)

6. Comments from the public were received:

Judy Yucht/American Cancer Society – handed out a position paper on tobacco prevention and inquired about public notification of strategic planning meetings.

Tim Livermore/San Joaquin County Public Health – suggested requesting only background information from interested groups and also suggested obtaining confirmation of the State commission's intent regarding strategic plan review.

Valerie Sims/VBR Foundation – recommended against soliciting information until all groups are given an opportunity to present.

7. Commissioner Gutierrez notified the commission that Phyllis Grupe has resigned from the commission due to a family illness and that the Board of Supervisors will initiate the process to appoint a replacement for the remainder of the term.

Commissioner Mitchell mentioned that he has a printed copy of the San Joaquin County Community Resource Directory developed by the Private Industry Council, but that the document is very lengthy and may be difficult to distribute to commission members. It was noted that the document is available on the Internet and that individuals could research the information through that mechanism.

8. *Meeting adjourned to September 15, 1999 at 07:00 a.m. (Adubofour/Snider – Motion passed 7-0)*